

## 2017-18 School Year Paid Lunch Equity (PLE) Tool Step by Step Instructions

Important – Save the final 2017-18 PLE Tool Excel file to your computer. You will be asked to upload this Excel file when you submit your Child Nutrition Online Contract. Be sure you and the person that completes the online contract have access to this file.

You will need the following information to calculate the Weighted Average Price for SY 2016-17:

- If you did not run the PLE Tool for SY 2016-17, you will need:

- After opening the PLE Tool, save the Excel file to your computer.

	A	B	C	D	E	F	G	H
3	<b>School Year (SY) 2017-18 Paid Lunch Equity (PLE) Tool Instructions</b>							
4	<b>Note: Users may want to print the instructions and use them to guide users through the PLE Tool.</b>							
5								
6	The PLE Tool was created to help School Food Authorities (SFAs) calculate their paid lunch price increase requirement and/or non-Federal source contributions to meet the require							
7	205 of the Healthy, Hunger-Free Kids Act of 2010. If the pricing requirements calculate							
8	PLE Tool are not met or are exceeded, the PLE Tool will also calculate any amounts, incl							
9	or deficits carried over into the next year. Note, the weighted average prices calculated i							
10	are the weighted average of all student paid lunch prices charged in the SFA.							
11								
12								
13	<b>TIPS:</b>							
14	1) Have last year's PLE Tool available for reference							
15	2) Were credits carried over from last year?							
16	3) Is the current weighted average paid lunch price above the requirement?							
17	4) Only the tab(s) relevant to the SFA's selection of method to meet PLE requirements							
18	need to be completed							
19	5) The \$.10 cap does not mean that every SFA will raise the weighted average paid							
20	lunch price or contribute the equivalent in non-Federal funds. Depending on where the							
21	SFA is at in regards to meeting the PLE requirement, they may need to contribute less							
22	than \$.10 or may choose to contribute more than \$.10.							
23								
24								
25	<b>For more information on amounts carried over please refer to SP 39-2011</b>							
26								
27	<i>This version of the PLE Tool is only applicable to SY 2017-2018. A new version of the</i>							
28	<i>PLE Tool will be issued for SY 2018-2019</i>							
29								
30	<b>The SY 2017-18 PLE Tool consists of 8 tabs:</b>							
31	Hyperlinks are also placed throughout the tool to navigate to the different tabs. Only the							
32	method selected to meet the PLE requirement have to be filled out.							
33								
34								
35	Tab 1: Instructions							
36	Tab 2: <a href="#">Annual Unrounded Requirement Finder</a> ←							
37	Tab 3: <a href="#">SY 2017-18 Price Calculator</a>							
38	Tab 4: <a href="#">SY 2017-18 Non-Federal Calculator</a>							
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45								

1

## Annual Unrounded Requirement Finder Tab.

Enter SFA Name at the top of the page.

*Note: The workbook is partially protected for auto calculations. Data can only be entered in peach colored cells.*

	A	B	C	D	E	F
1						
2	SFA NAME:					
3						
4						
5						

Step 1

Enter the SY 2016-17 Unrounded Price	SY 2017-18 Weighted
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Enter in the SY 2016-17 Unrounded Price Requirement in the peach box under Step 1. Refer to your SFA's SY 2016-2017 PLE Tool under the Report Tab (Section 1A).

**SY2016-2017 Weighted Average Pricing Report**

*This report assists in tracking the pricing requirements and amounts carried forward for SY 2016-2017. Information on this report is used to determine the SY 2016-2017 weighted average price requirements. Please print and keep in records.*

*NOTE: If information is changed in the tool, the report contents will change.*

**Section 1: SY2016-2017 Weighted Average Paid Price Requirements**

<b>A. SY 2016-17 Weighted Average Price Requirement*:</b> <small>*This price will be entered into the SY 2017-2018 tool to determine the SY 2017-2018 weighted average price.</small>	<b>\$2.59</b>
<b>B. Optional Price ROUNDED DOWN to nearest 5 cents:</b>	<b>\$2.55</b>

**Section 2: Amounts Carried Forward to SY 2017-2018**

Select the SY 2016-2017 method used to ensure sufficient funds are provided for

SFA NAME:	New School ABC
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Step 1

Enter the SY 2016-17 Unrounded Price Requirement in the box below <small>This can be found in Section 1: Box A of the SY 2016-2017 REPORT from the SY 2016-17 tool or you may find it below (Price 2)</small>	SY 2017-18 Weighted Average Price Requirement  Requirement price to the nearest cent
\$ 2.59	\$ 2.71

Note: Above prices are based on adjusting SY 2016-2017 price requirement by the 2% rate increase plus the Consumer Price Index (2.64%)

If you do not know your SY 2016-17 Unrounded Price Requirement, skip to page 13 in these instructions.

If the SY 2016-17 Unrounded Price Requirement is at or above the Paid Lunch Equity Price of \$2.78 for SY 2017-18, you will receive a notice in green. Proceed to the *Report Tab*. If you are at or above equity, go to page 16 of these instructions for further guidance on completing the *Report* tab.

1		
2	SFA NAME:	New School ABC
3		
4		
5	<b>Step 1</b>	
6	Enter the SY 2016-17 Unrounded Price Requirement in the box below	SY 2017-18 Weighted Average Price Requirement
7	This is can be found in Section 1: Box A of the SY 2016-2017 REPORT from the SY 2016-17 tool or you may find it below (Price 2)	Requirement price to the nearest cent
8	\$ 2.86	At or Above Equity
9	Note: Above prices are based on adjusting SY 2016-2017 price requirement by the 2% rate increase plus the Consumer Price Index (2.64%)	

Go to page 16 of these instructions.

Unrounded Requirement Finder

SY 17-18 Price Calculator

SY

Otherwise, once you have entered your SY 2016-17 Unrounded Price Requirement, select the *Click here to go to SY 2017-18 Split Calculator* hyperlink further down on the same page.

[If you do not know your SY2010-2011 Weighted Average Price](#)

[CLICK HERE](#)

Note: The SY 2016-17 requirement is based on price increase requirements from SY 2011-12 through SY 2015-16.

Use the links below to go to the next step:

[Click here to go to SY 2017-18 Price Calculator](#)

[Click here to go to SY 2017-18 Non-Federal Source Calculator](#)

[Click here to go to SY 2017-18 Split Calculator](#)

[Go to Instructions](#)

Unrounded Requirement Finder

SY 17-18 Price Calculator

SY

## SY 2017-18 Price Calculator Tab

Enter SFA Name at the top of the page.

**Be sure to complete Step 1 before proceeding or the PLE tool will not calculate correctly.**

Enter the October 2016 number of paid lunches claimed and the corresponding prices charged.

**Note: Non-reimbursable meals should not be entered (e.g., adult meals, a la carte purchases).**

### SY 2017-18 Split Price and Non-Federal Calculator

[Go to Instructions](#)

Note these prices are determined from the *Unrounded Requirement Finder* tab and are unique to your district. These prices may not always match. The second price is always rounded down to the nearest \$0.05.

SY 2017-18 Weighted Average Price Requirement	
Requirement price to the nearest cent	Optional price requirement ROUNDED DOWN to nearest 5 cent
\$ 2.71	\$ 2.70
<i>Note: Above prices are based on adjusting SY 2016-2017 price requirement by the 2% rate increase plus the Consumer Price Index (2.54%)</i>	

SY 2016-17 Weighted Average Price Calculator			
Enter the paid prices and number of paid lunches sold at each price for October 2016.			
	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue
1.	7,324	\$ 2.50	\$ 18,310.00
2.	3,452	\$ 2.65	\$ 9,147.80
3.			\$ -
4.			\$ -
5.			\$ -
6.			\$ -
7.			\$ -
8.			\$ -
9.			\$ -
10.			\$ -
<b>TOTAL</b>	<b>10,776</b>		<b>\$ 27,457.80</b>
			<b>\$ 2.55</b>

[SY 17-18 NonFederal Calculator](#)
[SY 17-18 Split Calculator](#)
[SY 2018-19 Calculator](#)

The total price increase for SY 2017-18 will calculate and enter into the *Total Price Increase for SY 2017-18* box.

	A	B	C	D	E	F																																																																																																																																			
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The *Required price increase for SY 2017-18 (with 10 cent cap)* box shows the required weighted average price the district must attain in SY 2017-18 to be in compliance with Paid Lunch Equity. This number is calculated by adding the district's SY 2016-17 *Weighted Average* plus the figure from the *Total Price Increase for SY 2017-18* box up to \$0.10.

Since you are choosing to split the required price increase between raising paid lunch prices and contributing non-federal funds, you will need to determine your new weighted price increase to put in the *New Price Increase* box

A	B	C	D	E	F						
reimbursement rates for SY 2016-17											
<div> <div>Total Price Increase for SY 2017-18</div> <div>\$ 0.15</div> </div>											
<div> <div>Required price increase for SY 2017-18 (with 10 cent cap)</div> <div>\$ 2.65</div> </div>											
<div> <div>New Price Increase</div> <div>Enter the new price increase for SY2017-2018 to assist in meeting the requirement. See optional Pricing Estimation Calculator below if needed.</div> <div></div> </div>											
<div> <div>Non-Federal Source Contribution Calculator for SY 2017-18</div> <div>Enter the total paid lunch count (for all prices). ** Annual Non-Federal Source funds for SY2017-2018 are estimated based on the ACTUAL lunch count entered below</div> <table border="1"> <thead> <tr> <th>Enter annual # of Paid Lunches for SY 2015-16**</th> <th>Total remaining required Price Increase</th> <th>TOTAL SY 2017-18 Annual Non-Federal Source Contribution</th> </tr> </thead> <tbody> <tr> <td></td> <td>\$ -</td> <td>\$ -</td> </tr> </tbody> </table> <div>Note: Total price increase for SY 2017-2018 is based on the difference between the weighted average price entered</div> </div>						Enter annual # of Paid Lunches for SY 2015-16**	Total remaining required Price Increase	TOTAL SY 2017-18 Annual Non-Federal Source Contribution		\$ -	\$ -
Enter annual # of Paid Lunches for SY 2015-16**	Total remaining required Price Increase	TOTAL SY 2017-18 Annual Non-Federal Source Contribution									
	\$ -	\$ -									
<div> <div>SY 17-18 Split Calculator</div> <div>SY 2017-2018 REPORT</div> <div>SY 16-17</div> </div>											

This can be calculated using *(Optional)* on the bottom of the page.

(Optional)

Pricing Estimation Calculator

Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.

	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.			\$ -	
2.			\$ -	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
TOTAL	-		\$ -	\$ -

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If any other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality.

Enter the number of October 2016 paid lunches and corresponding prices. Alter the prices at each level to your district's desired paid lunch prices for SY 2017-18. Your new weighted average price will show in the box circled in red.

### (Optional)

Pricing Estimation Calculator				
Below is a tool allowing users to manipulate prices to achieve the required new weighted average price.				
	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	Weighted Average Price
1.	7,324	\$ 2.55	\$ 18,676.20	
2.	3,452	\$ 2.70	\$ 9,320.40	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
<b>TOTAL</b>	<b>10,776</b>		<b>\$ 27,996.60</b>	<b>\$ 2.60</b>

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If any other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality.

Enter your new weighted average price in the *New Price Increase* box circled in red below.

36																					
37	<table border="1"> <tr> <th colspan="3">New Price Increase</th> </tr> <tr> <td colspan="3">Enter the new price increase for SY2017-2018 to assist in meeting the requirement. See optional Pricing Estimation Calculator below if needed.</td> </tr> <tr> <td>\$</td> <td>2.60</td> <td></td> </tr> </table>			New Price Increase			Enter the new price increase for SY2017-2018 to assist in meeting the requirement. See optional Pricing Estimation Calculator below if needed.			\$	2.60										
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39																					
40																					
41	<table border="1"> <tr> <th colspan="3">Non-Federal Source Contribution Calculator for SY 2017-18</th> </tr> <tr> <td colspan="3">Enter the total paid lunch count (for all prices).</td> </tr> <tr> <td colspan="3">** Annual Non-Federal Source funds for SY2017-2018 are estimated based on the ACTUAL lunch count entered below</td> </tr> <tr> <th>Enter annual # of Paid Lunches for SY 2015-16**</th> <th>Total remaining required Price Increase</th> <th>TOTAL SY 2017-18 Annual Non-Federal Source Contribution</th> </tr> <tr> <td></td> <td>\$ 0.10</td> <td>\$ -</td> </tr> <tr> <td colspan="3">Note: Total price increase for SY 2017-2018 is based on the difference between the weighted average price entered above and SY 2017-2018 rounded DOWN requirement.</td> </tr> </table>			Non-Federal Source Contribution Calculator for SY 2017-18			Enter the total paid lunch count (for all prices).			** Annual Non-Federal Source funds for SY2017-2018 are estimated based on the ACTUAL lunch count entered below			Enter annual # of Paid Lunches for SY 2015-16**	Total remaining required Price Increase	TOTAL SY 2017-18 Annual Non-Federal Source Contribution		\$ 0.10	\$ -	Note: Total price increase for SY 2017-2018 is based on the difference between the weighted average price entered above and SY 2017-2018 rounded DOWN requirement.		
Non-Federal Source Contribution Calculator for SY 2017-18																					
Enter the total paid lunch count (for all prices).																					
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43																					
44																					
45																					
46																					
47																					
48	<table border="1"> <tr> <th>Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12</th> <th>Annual Non-Federal Source Contribution</th> </tr> <tr> <td></td> <td></td> </tr> </table>			Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12	Annual Non-Federal Source Contribution																
Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12	Annual Non-Federal Source Contribution																				
<div> <span>◀ ▶ ...</span> <span>Unrounded Requirement Finder</span> <span>SY 17-18 Price Calc</span> </div>																					

Enter the annual number of paid lunches for SY 2015-16.

40

41

42

43

44

45

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47

48

Non-Federal Source Contribution Calculator for SY 2017-18		
Enter the total paid lunch count (for all prices). ** Annual Non-Federal Source funds for SY2017-2018 are estimated based on the ACTUAL lunch count entered below		
Enter annual # of Paid Lunches for SY 2015-16**	Total remaining required Price Increase	TOTAL SY 2017-18 Annual Non-Federal Source Contribution
45,123	\$ 0.10	\$ 4,512.30
Note: Total price increase for SY 2017-2018 is based on the difference between the weighted average price entered above and SY 2017-2018 rounded DOWN requirement.		

49

50

Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12 through SY 2016-17	Annual Non-Federal Source Contribution Requirement for SY 2017-18
	\$ 4,512.30

Enter in the total non-federal source contributions from SY 2011-12, 2012-13, 2013-14, 2014-15, 2015-16 and 2016-17 in the *Enter amount of Non-federal Source Funds Contributed for SY 2011-12 through SY 2016-17* box. If there were no non-federal fund contributions for those school years, enter 0 (zero).

Enter the total paid lunch count (for all prices). ** Annual Non-Federal Source funds for SY2017-2018 are estimated based on the ACTUAL lunch count entered below		
Enter annual # of Paid Lunches for SY 2015-16**	Total remaining required Price Increase	TOTAL SY 2017-18 Annual Non-Federal Source Contribution
45,123	\$ 0.10	\$ 4,512.30
Note: Total price increase for SY 2017-2018 is based on the difference between the weighted average price entered above and SY 2017-2018 rounded DOWN requirement.		

  

Enter total amount of Non-Federal Source Funds Contributed for SY 2011-12 through SY 2016-17	Annual Non-Federal Source Contribution Requirement for SY 2017-18
\$ 525.00	\$ 3,987.30

  

Price Increase Requirement for SY 2017-18 (with 10 cent cap)	SY 2017-18 Annual Non-Federal Source Contribution (with 10 cent cap)
\$ 0.05	\$ 2,256.15

In this example, the school has contributed \$525 in the past 4 school years. Your required non-federal funds contribution for SY 2017-18 will appear in the *Annual Non-Federal Source Contribution Requirement for SY 2017-18* box. In this example, the school needs to contribute \$3,987.30 of non-federal funds for SY 2017-18.

But USDA caps the yearly price increase at \$0.10. Therefore, since the SFA has already increased their weighted average price by \$0.05, they only have to contribute the remaining \$0.05 increase in non-federal funds, which in this example equates to \$2,256.15. SFAs can choose to raise prices and/or contribute more in non-federal funds but the maximum USDA requires is \$0.10 if the SFA is \$0.10 or more behind the paid lunch equity price for the year.

SY 17-18 Split Calculator    SY 2017-2018 REPORT    SY 1

The two green boxes (*Remaining Annual Non-Federal Source Contribution carried forward to SY 2018-19* and *Remaining Credit carried forward to SY 2018-2019*) may show a shortfall or credit that will be carried forward into the following school year. As long as the 2017-18 contribution requirement is met, the SFA is in compliance with Paid Lunch Equity.

Click on the *SY 2017-18 REPORT* tab located on the bottom of the screen.

	(with 10 cent cap)	Contribution (with 10 cent cap)
52		
53	\$ 0.05	\$ 2,256.15
54		
		Remaining Annual Non-Federal Source Contribution Requirement carried forward to SY 2018-19
55		
56		\$ 1,731.15
57		
		Remaining Credit carried forward to SY 2018-19
58		
59		\$ -
60		
	SY 17-18 Split Calculator	SY 2017-2018 REPORT

## SY 2017-18 Report Tab

Enter SFA Name at the top of the page. Since you have decided to contribute non-federal funds and raise prices, select *Both* from the drop down.

SFA NAME: New School ABC

### SY2017-2018 Weighted Average Pricing Report

*This report assists in tracking the pricing requirements and amounts carried forward for SY 2017-2018. Information on this report is used to determine the SY 2017-2018 weighted average price requirements.*

*Please print and keep in records.*

*NOTE: If information is changed in the tool, the report contents will change.*

#### Section 1: SY2017-2018 Weighted Average Paid Price Requirements

A. SY 2017-18 Weighted Average Price Requirement*:	\$2.71
*This price will be entered into the SY 2018-2019 tool to determine the SY2018-2019 weighted average price	
B. Optional Price ROUNDED DOWN to nearest 5 cents:	\$2.70

#### Section 2: Amounts Carried Forward to SY 2018-2019

Select the SY 2017-2018 method used to ensure sufficient funds are provided for PAID Lunches

Both

Increase SY 2017-2018 average weighted price

Contribute Non-Federal sources for SY2017-2018

Both

At or above equity

Exemption Granted

Under the header of *Split Calculations*, in the first blue box titled *Enter the amount of Non-Federal Source contribution for SY 2017-18*, enter the amount of non-federal funds that will be contributed to the non-profit school food service account for SY 2017-18. In the second blue box titled *Enter the new average weighted price for SY 2017-18*, enter the new average weighted price for SY 2017-18 which can be found on the Split Tab in the box titled *New Price Increase*. In the peach box above the heading *Split Calculations*, provide a brief description of where these non-federal funds are from (e.g., Fund 10/General Fund, etc.) in the box titled *Enter Source of Non-Federal Funds Contributed*.

43		
44	<b>Split Calculations</b>	
45	<b>Both average weighted price adjustments and Non-Federal source contributions</b>	
46	E. Remaining Annual Non-Federal Source Contribution carried forward to SY 2018-19:	\$1,731.15
48	F. Remaining Credit carried forward to SY 2018-19:	\$0.00
50	Enter the amount of Non-Federal Source contributions for SY 2017-18:	
52	Enter the new average weighted price for SY 2017-18:	
53		
54		
55	December 2016	
56		
57		

**New Price Increase**

*Enter the new price increase for SY2017-2018 to assist in meeting the requirement. See optional Pricing Estimation Calculator below if needed.*

\$ 2.60

From the *Split* tab

SY 17-18 Split Calculator
**SY 2017-2018 REPORT**

**Congratulations! You have completed the 2017-2018 Paid Lunch Equity (PLE) tool.** Please save the tool electronically somewhere on your computer that you can find easily. We also recommend that you save a printed copy of the tool to have as a back up to the electronic file. You will be asked to attach an electronic copy of the tool to the annual online child nutrition program contract. DPI staff will also review the tool during an Administrative Review. The PLE tool and supporting data should be maintained at the SFA as part of the required three year record retention regulation.

(Continued from page 2)

If you do not know your SY 2016-2017 Unrounded Price Requirement or if you have never completed the Paid Lunch Equity Tool, click on the *If you do not know your SY 2010-2011 Weighted Average Price* [CLICK HERE](#) and go to the next page of the instructions.

Step 1		
Enter the SY 2016-17 Unrounded Price Requirement in the box below	SY 2017-18 Weighted Average Price Requirement	
<i>This can be found in Section I, Row A of the SY 2016-2017 REPORT from the SY 2016-17 tool or you may find it below (Price</i>	Requirement price to the nearest cent	
	\$	-
<i>Note: Above prices are based on adjusting SY 2016-2017 price requirement by the SY rate increase plus the Consumer Price Index (2.64%)</i>		

  

Complete if you do NOT know your SY 2016-2017 Unrounded Price Requirement		
<b>Annual Unrounded Requirement Finder</b>		
Enter the <b>SY 2010-11</b> Weighted Average Price below		
<i>** The weighted average price for SY 2010-11 is the weighted</i>		
SY 2010-11 Weighted Average Price	Unrounded Price Requirements	
	SY 2015-2016 Requirement price to the nearest cent	SY 2016-2017 Requirement price to the nearest cent
	\$ -	\$ -
<a href="#">If you do not know your SY 2010-2011 Weighted Average Price</a> <a href="#">CLICK HERE</a>		
<i>Note: The SY 2016-17 requirement is based on price increase requirements.</i>		

Unrounded Requirement Finder SY 17-18 Price

## SY 2010-11 Price Calculator Tab

Enter SFA Name at the top of the page.

Enter the October 2010 number of paid lunches claimed and the corresponding price(s) charged.

SFA NAME:

  

SY 2010-2011 Weighted Average Price Calculator				
Enter current prices and number of lunches sold at each price using October 2010 data.				
	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2010-11 Weighted Average Price
1.	4,823	\$ 2.20	\$ 10,610.60	
2.	5,324	\$ 2.40	\$ 12,777.60	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
<b>TOTAL</b>	<b>10,147</b>		<b>\$ 23,388.20</b>	<b>\$ 2.30 is the SY2010-2011 weighted average price</b>

*Enter this price in the Unrounded Requirement Finder*

[Click to go back to Unrounded Requirement Finder](#) [Go to instructions](#)

Note: This tool is created to allow the user to only enter the number of paid lunches and the related prices. If any other parts of the tool are calculating an incorrect new average price. Users should not modify the tool's current functionality.

Dec

SY 17-18 Split Calculator | SY 2017-2018 REPORT | SY 16-17 Price Calculator | **SY 10-11 Price Calculator**

The SY 2010-11 Weighted Average Price will show in this box.

After you have calculated the SY 2010-11 Weighted Average Price, click on the hyperlink *Click to go back to the Unrounded Requirement Finder*.

## Return to Unrounded Requirement Finder Tab

Enter in your SY 2010-11 Weighted Average Price in the peach colored SY 2010-11 Weighted Average Price box. Then, enter Price 2 in the Step 1 Enter the SY 2016-17 Unrounded Price Requirement box.

**Note: If you do not enter Price 2 in Step 1, the PLE Tool will not calculate correctly. Please verify Step 1 is complete before continuing.**

Step 1	
Enter the SY 2016-17 Unrounded Price Requirement in the box below	SY 2017-18 Weighted Average Price Requirement
<i>This can be found in Section 1: Box A of the SY 2016-2017 REPORT from the SY 2016-17 tool or you may find it below</i>	Requirement price to the nearest cent
\$ 2.59	\$ 2.71
<i>Note: Above prices are based on adjusting SY 2016-2017 price requirement by the 2% rate increase plus the Consumer Price Index (2.64%)</i>	

Complete if you do NOT know your SY 2016-2017 Unrounded Price Requirement		
<b>Annual Unrounded Requirement Finder</b>		
Enter the SY 2010-11 Weighted Average Price below		
<i>** The weighted average price for SY 2010-11 is the weighted average of all</i>		
SY 2010-11 Weighted Average Price	Unrounded Price Requirements	
	SY 2015-2016 Requirement price to the nearest cent	Price 2: SY 2016-2017 Requirement price to the nearest cent
\$ 2.30	\$ 2.47	\$ 2.59
<a href="#">If you do not know your SY 2010-2011 Weighted Average Price, CLICK HERE</a>		
<i>Note: The SY 2016-17 requirement is based on price increase requirements from SY 2011-12 through SY 2015-16</i>		

After entering the 2010-11 weighted average price in the peach box, the tool will automatically calculate Price 1 and Price 2. Enter Price 2 in the peach box in Step 1.

Use the links below to go to the next step:

<a href="#">Click here to go to SY 2017-18 Price Calculator</a>
<a href="#">Click here to go to SY 2017-18 Non-Federal Source Calculator</a>
<a href="#">Click here to go to SY 2017-18 Split Calculator</a>
<a href="#">Go to Instructions</a>

Note: This tool is created to allow the user to only enter the weighted average price. If any other parts of the tool are modified, the user runs the risk of calculating an incorrect new average price. Users should not modify the tool's current functionality.

December 2016

Instructions	<b>Unrounded Requirement Finder</b>	SY 17
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Once the prices have been calculated in the Step 1 box, select the *Click Here to go to the SY 2017-18 Split Calculator* hyperlink and **then go to page 4 of the instructions.**

Go to page 4 of these instructions.

(Continued from page 3 for SFAs "At or Above Equity")

Enter SFA Name at the top of the page.

Note: The workbook is partially protected for auto calculations. Data can only be entered in peach colored cells.

SFA NAME:	New School ABC
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From the drop down box, select at *At or Above Equity*.

<b>SY2017-2018 Weighted Average Pricing Report</b>	
<i>This report assists in tracking the pricing requirements and amounts carried forward for SY 2017-2018. Information on this report is used to determine the SY 2017-2018 weighted average price requirements.</i>	
<i>Please print and keep in records.</i>	
<i>NOTE: If information is changed in the tool, the report contents will change.</i>	
<b>Section 1: SY2017-2018 Weighted Average Paid Price Requirements</b>	
<b>A. SY 2017-18 Weighted Average Price Requirement*:</b> <i>*This price will be entered into the SY 2018-2019 tool to determine the SY2018-2019 weighted average price requirements.</i>	<b>At or Above Equity</b>
<b>B. Optional Price ROUNDED DOWN to nearest 5 cents:</b>	<b>#VALUE!</b>
<b>Section 2: Amounts Carried Forward to SY 2018-2019</b>	
Select the SY 2017-2018 method used to ensure sufficient funds are provided for PAID Lunches	
<div>Both</div> <div><div>Increase SY2017-2018 average weighted price</div><div>Contribute Non-Federal sources for SY2017-2018</div><div>Both</div><div>At or above equity</div><div>Exemption Granted</div></div>	

A green box titled *Enter the SY 2017-2018 average weighted paid lunch price here* will appear after selecting *At or above equity* from the drop down. Enter your SY 2017-18 average weighted price.

**Section 2: Amounts Carried Forward to SY 2018-2019**

Select the SY 2017-2018 method used to ensure sufficient funds are provided for  
**PAID Lunches**

At or above equity

Enter the SY 2016-2017 average weighted paid lunch price here:

Average Weighted Price Adjustments

<b>A. Remaining increase carried forward to SY 2018-19:</b>	N/A
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If you have only one paid student meal charge, enter this price as it will be for 2017-18. If you have multiple paid student meal charges but are at or above equity as determined by the PLE tool, use the *SY 2016-2017* tab to determine the weighted average price to enter. If your paid student meal charges for SY 2017-18 will remain the same from SY 2016-17, follow the instructions as is on the page. If you plan to increase any or all of your paid student meal charges in SY 2017-18, use SY 2016-17 *Monthly # of Paid Lunches* figures and alter the respective *Paid Lunch Prices* to be charged in SY 2017-18 to determine your SY 2017-18 weighted average price. Enter this figure on the *Report* tab in the box titled *Enter the SY 2017-2018 average weighted paid lunch price here*.

**SY 2016-2017 Weighted Average Price Calculator**

Enter current prices and number of lunches sold at each price using  
October 2016 data.

	Monthly # of Paid Lunches	Paid Lunch Price	Monthly Revenue	SY 2016-17 Weighted Average Price
1.			\$ -	
2.			\$ -	
3.			\$ -	
4.			\$ -	
5.			\$ -	
6.			\$ -	
7.			\$ -	
8.			\$ -	
9.			\$ -	
10.			\$ -	
<b>TOTAL</b>	-		\$ -	\$ -

is the SY2016-17 Weighted Average Price

Enter this price in Step 1 in unrounded requirement

SY 17-18 NonFederal Calculator | SY 17-18 Split Calculator | SY 2017-2018 REPORT | **SY 16-17 Price Calculator** | SY 18

**Congratulations! You have completed the 2017-2018 Paid Lunch Equity (PLE) tool.** Please save the tool electronically somewhere on your computer that you can find easily. We also recommend that you save a printed copy of the tool to have as a back up to the electronic file. You will be asked to attach an electronic copy of the tool to the annual online child nutrition program contract. DPI staff will also review the tool during an Administrative Review. The PLE tool and supporting data should be maintained at the SFA as part of the required three year record retention regulation.